

**Dover Air Force Base Compatible Use Study
Kickoff Meeting - Jan 13, 2022, 10:30 AM
Approved Meeting Minutes**

Attendees:

Project Team:

Century Engineering: Drew Boyce, Sonia Marichic-Goudy

DeIDOT: Humaira Nabeela, Stephanie Johnson, Sam Sherman

UD IPA: Jen Reitz, Troy Mix, Sean O'Neill

Dept of Defense: Scott Spencer, Office of Local Defense Community Cooperation

Committee Members:

Col. Shanon Anderson, Dover Air Force Base

Kimberly Chandler – Deputy Secretary, Department of Safety and Homeland Security

Kris Connelly, Kent County Department of Planning and Development

Matt Jordan, Community Planner, DAFB

Kathryn Kadlubar- DNREC, Fish and Wildlife

Jimmy Kroon- Administrator, Department of Agriculture

Dawn Melson-Williams, City of Dover

Linda Parkowski- Kent Economic Partnership

Ada Puzzo – Mayor, Town of Bowers

Lisa Borin Ogden- Deputy Secretary, DNREC

Marilyn Smith – Dover Kent MPO

Josh Thomas- Office of State Planning Coordination

Emily Whaley- Division of Historical and Cultural Affairs

Welcome and Introductions

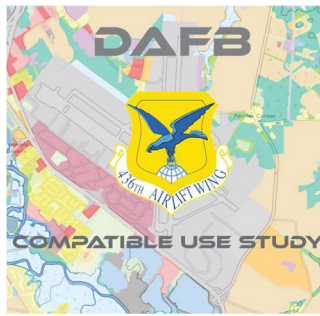
10:35: Sonia Marichic-Goudy–Introduces meeting structure, explains organizational structure for project

10:39: Organizations participating in partnership introduce themselves: DeIDOT, DNREC, DoD, DAFB, UD, Century Engineering, Airport Design Consultants

10:43: Introduction of Policy Committee and Technical Committee

Compatible Use Study Project Overview

10:51: Sonia Marichic-Goudy –Background and constraints of projects, visual representation of geographic area under survey, explanation of purpose behind study



10:55: Sonia Marichic-Goudy –Outlines goals and scope of the panel including explanation of tasks to be accomplished by the panel, and explains the products that will be produced by committee members.

Roles and Responsibilities

10:59: Sonia Marichic-Goudy–Outlines roles and responsibilities of each committee

11:01: Linda Parkowski–Once this is adopted, what kind of meat does it have on the bones? Tell me what weight this study has on the future outlook of the base?

11:01: Sonia Marichic-Goudy –This plan is similar to a comprehensive plan. It becomes the encyclopedia that we can reference for decision-making moving forward.

11:02: Drew Boyce–This is a roadmap to advise future land use and planning decision-makers. The document itself doesn't hold any authority, other than its implementation in local land use strategies and state planning strategies. Everyone who is involved in the committees can take this plan back to their agency to work on getting these strategies worked into ordinances and plans for agencies.

11:04: Scott Spencer–When we talk about commitment to implementation, our agency (Dept. of Defense) has the ability to support further initiatives to implement goals that this study concludes on. The group should eventually come back together to discuss in the future.

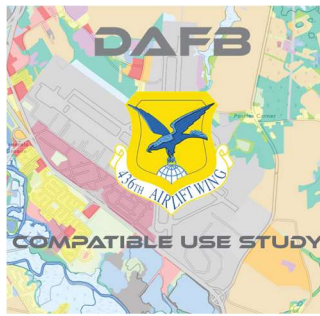
11:05: Mayor Ada Puzzo–Is this an update on an existing plan, or is this the first time?

11:05: Drew Boyce–No Compatible use study has been done before, there are similar examples but none like this.

11:06: Sonia Marichic-Goudy –This study will review any previous studies completed, but this study will now become a guide that can be referred to and revised in the future.

Schedule

11:06: Sonia Marichic-Goudy –Outlines schedule for the study. Data gathering will be the primary focus until the first public workshop in April/May 2022.



Review of Draft Public Engagement Strategy

11:08: Sonia Marichic-Goudy –Outlines goals of public engagement strategy

- Transparency and Accessibility
- Efficiency
- Multiple methods of contact
- Following through on public opinion

11:13: Dawn Melson-Williams–Are you looking at hybrid meetings?

11:13: Sonia Marichic-Goudy –Yes, there will more than likely be a virtual option for everything we do given the uncertainty. Hopefully a live component as well.

11:14: Marilyn Smith–Will you provide us with whatever the content is, and we should push that out through our social media and outreach efforts? What is the expectation from stakeholders in engagement?

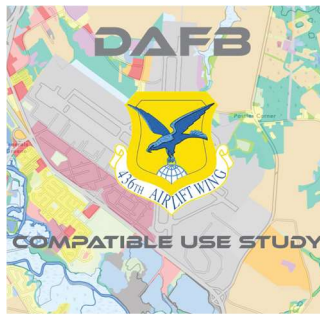
11:14: Sonia Marichic-Goudy –Most efficient way is for organizations to send information out to their already-established lists of stakeholders, that way we can reach the most amount of people.

11:15: Marilyn Smith–But you'll provide the materials we should send? Answer: Yes

11:15: Drew Boyce–We have so much experience with virtual now, but we do hope we can be in-person for the charette, which will fall in the summer, so we hope we can be in person, but we will have contingent plans.

11:16: Dawn Melson-Williams–The public engagement strategy is in need of revisiting, because nothing in documents thus far indicates contingency plans. This could be indicated more specifically in the documentation of our plans. Regarding the legislative briefings: State level, or municipal level? Councils of various municipalities? Just want some clarification on that.

11:18: Drew Boyce–Great question. Original intent was to do legislative briefings at the state level, as we understand that many local officials are already on the committees. We were hopeful that they would be communicating this information through normal processes. We could come and provide a presentation at a town hall or another public forums in local land use environments if that is a desire of that specific local entity. Intent of strategy was to really focus on state level legislators. Do you think that is enough?



11:19: Dawn Melson Williams— When this is a heavy land use-based study, those land use decisions happen at the local level. I realize there may be infrastructure decisions at the state level, but I think there may need to be a better effort to engage and inform local officials on decision-making.

11:20: Drew Boyce—Great point. We can modify some language to ensure that everyone is informed. We'll work with the policy committee where those land use agencies are located in the study to determine the best way to enhance this section.

11:21: Scott Spencer—just to add onto that, this doesn't have the ability to change local land use, so going back to my previous point on implementation, local governments can be a sub-recipient of funding to implement land use changes that reflect the plan, so an extra effort to engage those stakeholders would be important.

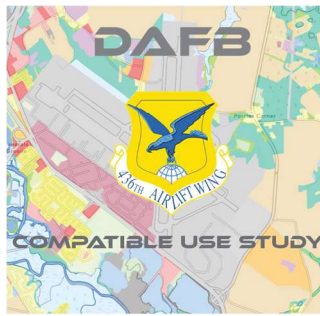
11:22: Sonia Marichic-Goudy —We will revise the strategy to factor in specific language for the pandemic, and will also add to the legislative briefing section to reflect these changes. Does anyone else have any objections? Otherwise we will proceed with this strategy.

Next Steps

11:25: Dawn Melson Williams—Is there any branding or logo for this study, so that it is a recognizable effort?

11:25 Sonia Marichic-Goudy —we don't have something today, but a great idea that we will work on developing. Drew, I think we should define what we mean by charette for anyone who doesn't know.

11:26: Drew Boyce—Part of the detailed scope we are operating under calls for an intense, 1-2 day planning effort where we bring together stakeholders from the community, policymakers, folks that have some role or responsibility within the general public, into a forum where we go through a methodical process to look at specific areas—looking at land uses in an around DAFB—to visualize what those places would grow to look like in the future to reflect the mission and sustainability of the DAFB. Not the typical workshop, it's an involved process of working through issues, concerns, possibilities, and then work towards resolution and agreement. So specifically in the scope we are looking at what might become of the properties that are currently on the west side of Route 1 in the flight path of DAFB. Once they have served their current purpose, what might that grow into, and what might we as policymakers and officials do to ensure the sustainability of the base?



11:28: Mayor Ada Puzzo—Now that I'm understanding more about the committee, it sounds similar to Kent County's Comprehensive Plan. Wasn't this area included in Kent County's Comprehensive Plan? Hasn't anyone looked at what was detailed in that study?

11:29: Sonia Marichic-Goudy —that is one of the pieces of information we will include as part of the data gathering moving forward.

11:30: Dawn Melson-Williams—Any effort to engage local universities and children in this? They are the ones who will be using this area in the future, so wasn't sure if there were specific efforts to do that

11:30: Sonia Marichic-Goudy —As we go through our committee work and look at who we want to present to and invite, those are the conversations we want to have.

11:31: Mayor Ada Puzzo—to support that idea, the Caesar Rodney School District is a big stakeholder. They have a big responsibility with children associated with the base.

11:32: Sonia Marichic-Goudy —Yes, as we go through this, we want to compile a large list of stakeholders to engage.

Public Comment - None

11:34: Sonia—Thank you everyone, we will make the changes we discussed today, and going forward if there are questions, you can contact myself or Jennifer through the provided contact info.

11:34: Kimberly Chandler—Can you provide this meeting footage to all committee members?

11:35: Sonia—Adjourns meeting